



Notice of Intent to Award

Solicitation Number	236239	Award Date	8/10/2022 10:50 AM CDT
Solicitation Title	Concrete Burial Vaults		
Buyer Name	Marissa Conklin	Buyer Email	Marissa.conklin@nashville.gov
BAO Rep	Christopher Wood	BAO Email	Christopher.wood@nashville.gov

Awarded Supplier(s)

In reference to the above solicitation and contingent upon successful contract negotiation, it is the intent of the Metropolitan Government of Nashville and Davidson County to award to the following supplier(s):

Company Name	Nashville Wilbert Burial Vault Company	Company Contact	Michelle Trotter		
Street Address	432 Woodcrest Ave				
City	Nashville	State	TN	Zipcode	37210

Company Name		Company Contact			
Street Address					
City		State		Zipcode	

Company Name		Company Contact			
Street Address					
City		State		Zipcode	

Certificate of Insurance

The awarded supplier(s) must submit a certificate of insurance (COI) indicating all applicable coverage required by the referenced solicitation. The COI should be emailed to the referenced buyer no more than 15 days after the referenced award date.

Equal Business Opportunity Program

Where applicable, the awarded supplier(s) must submit a signed copy of the letter of intent to perform for any and all minority-owned (MBE) or woman-owned (WBE) subcontractors included in the solicitation response. The letter(s) should be emailed to the referenced business assistance office (BAO) rep no more than two business days after the referenced award date.

Yes, the EBO Program is applicable.

No, the EBO Program is not applicable.

Monthly Reporting

Where applicable, the awarded supplier(s) will be required monthly to submit evidence of participation and payment to all small (SBE), minority-owned (MBE), women-owned (WBE), LGBT-owned (LGBTBE), and service disabled veteran owned (SDV) subcontractors. Sufficient evidence may include, but is not necessarily limited to copies of subcontracts, purchase orders, applications for payment, invoices, and cancelled checks.

Questions related to contract compliance may be directed to the referenced BAO rep.

Yes, monthly reporting is applicable.

No, monthly reporting is not applicable.

Public Information and Records Retention

Solicitation and award documentation are available upon request. Please email the referenced buyer to arrange.

A copy of this notice will be placed in the solicitation file and sent to all offerors.

Right to Protest

Per MCL 4.36.010 – any actual or prospective bidder, offeror, or contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the purchasing agent. The protest shall be submitted in writing within ten (10) days after such aggrieved person knows or should have known of the facts giving rise thereto.

MLL Supervisor (Initial)

Michelle A. Hernandez Lane

Michelle A. Hernandez Lane
Purchasing Agent & Chief Procurement Officer

Solicitation Title & Number		RFP Cost Points
RFQ 236239; Concrete Burial Vaults		50
Offeror's Name	Total Bid Amount	RFP Cost Points
Nashville Wilbert Burial Vault Company	\$385,425.00	50.00

RFQ 236239 Concrete Burial Vaults	
Evaluation Committee Scoring Sheet	
Offeror	Sammie Gibbs Construction
Acceptance	Yes
Cost (50)	50.00
Team Qualifications (50)	50.00
Total Evaluation Scores	100.00

Evaluation Comments

Nashville Wilbert Burial Vault Company
Strengths
In Team Qualifications section, provided documentation of their ability, skill and number of years of service. Provided details as it relates to company hours, availability and timeframes for receiving burial vaults. Provide team individuals and their knowledge and experience.
Weaknesses
N/A